DEPARTMENT OF INDUSTRY

ANNUAL REPORT

1990-1991

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PRINCE EDWARD ISLAND

DEPARTMENT OF INDUSTRY

ANNUAL REPORT

1990-1991

Lieutenant Governor of Prince Edward Island

The Honourable Marion Reid

May It Please Your Honour:

I have the honour to submit, herewith, the Annual Report of the activities of the Department of Industry, for the period April 1, 1990 to March 31, 1991.

Your obedient Servant,

Robert Morrissey

Robert Morrissey
Minister

92-05000/

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DEPARTMENT of INDUSTRY

Shaw Building
P.O. Box 2000

Charlottetown
C1A 7N8

Office of the Deputy Minister

Honourable Robert Morrissey
Minister
PEI Department of Industry

Dear Mr. Morrissey:

It is my pleasure to submit the PEI Department of Industry's Annual Report for the 1990-91 fiscal year. The Department continues to provide various programs and services to meet the training and business needs of Islanders.

Work on the new McCain potato processing initiative at Carleton is well underway and, when completed, this initiative will represent the largest private sector project ever constructed on Prince Edward Island. The Department is looking forward to working with the proponent, Cavendish Farms, on the modernization and expansion of their New Annan potato processing plant.

This year saw the establishment of the Summerside Aerospace Centre at Canadian Forces Base Summerside. This Centre will provide employment opportunities for Islanders while assisting in the diversification of the PEI economy. The Centre has been funded through the Federal/ Provincial Industrial Development Sub-Agreement. This Agreement also continues to provide assistance to firms seeking to take advantage of strategic development opportunities. In doing this, it has been instrumental in facilitating the establishment and expansion of firms throughout Prince Edward Island.

The Department of Industry and the Atlantic Canada Opportunities Agency concluded negotiations on a four-year Rural Economic Development Agreement that will provide support to Regional Business Development Organizations, as well as assist rural businesses in taking advantage of opportunities.

The 1990/91 fiscal year saw the introduction of the Business and Technology Exchange, a computerized electronic bulletin board, that is available free of charge to all Island businesses. The objective of the service is to provide an easy means for businesses to obtain useful information such as government tenders, addresses of trade offices, and statistics. This system also satisfies Prince Edward Island's requirements for an electronic bulletin board for government tenders under the Maritime Procurement Agreement. The computer system is, in fact, being used as a model by other Maritime Provinces.

A review of the Apprenticeship Training Program was commenced in 1990/91 and is intended to identify a series of recommendations for Government's consideration in 1991/92. The review is aimed at identifying possible ways and means of improving the apprenticeship program to better meet the needs of Prince Edward Island employers and employees.

Each year presents its own opportunities and challenges. The staff of the Department of Industry is committed to realizing these opportunities and meeting these challenges within the role established for it by the Provincial Government.

Sincerely yours,

Ginger Breedon

Ginger Breedon

ADMINISTRATION DIVISION

ADMINISTRATION

The approved operating budget of the Department for the fiscal year ended March 31, 1991, was $13,146,300. Actual expenditures during the year amounted to $13,516,892.

The approved Revenue budget estimate for the fiscal year was $7,118,000. Actual revenue received was $7,728,687.

A detailed financial breakdown of expenditures and revenue can be found in Appendix A.

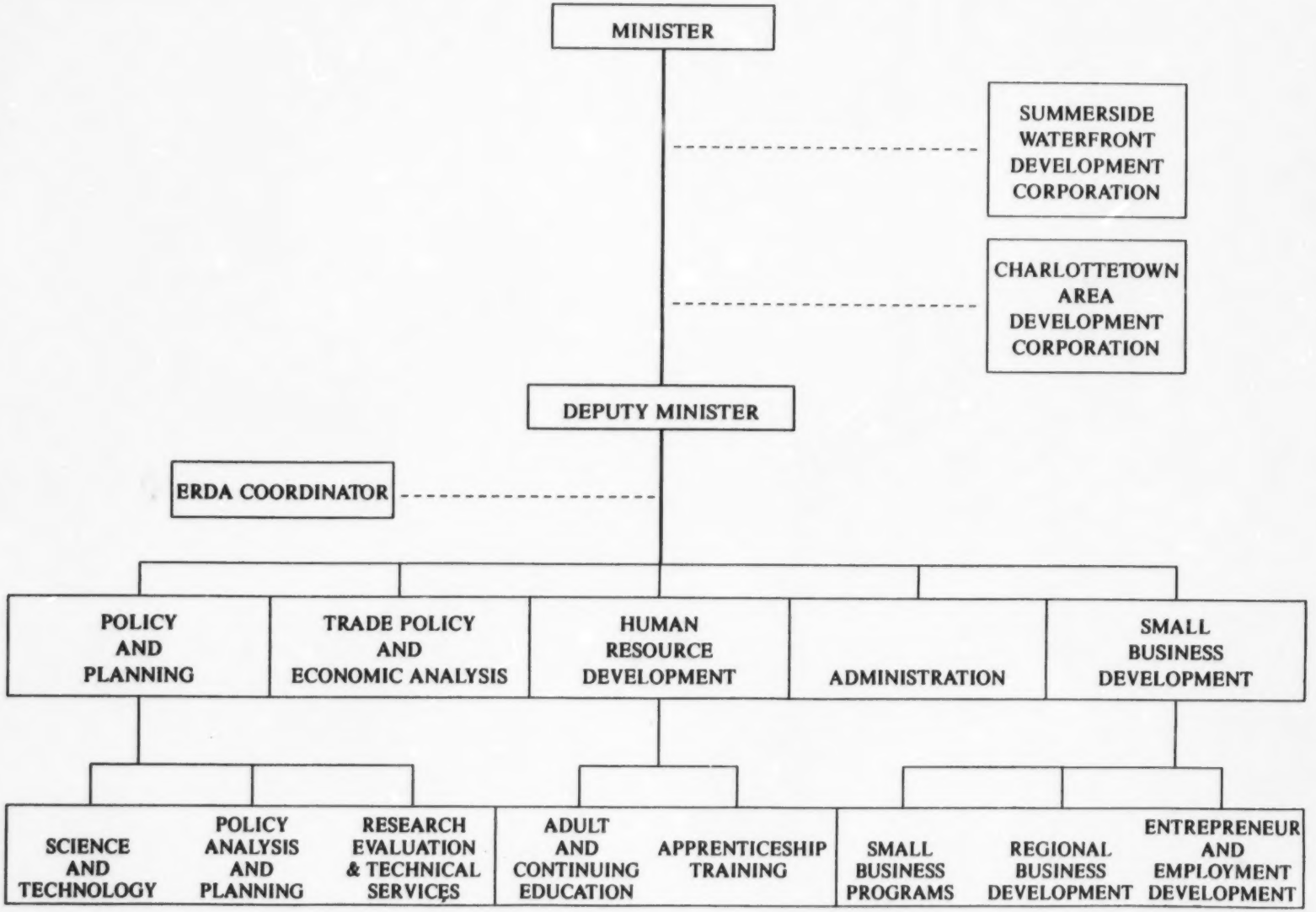
The total staff complement at March 31, 1991, was 39 employees (35 permanent full-time, 1 Executive and 3 contract). Figure "1", on reverse side, presents the Departmental "Organizational Chart" in Division and Section form.

Primary functions carried out by the Administration Section included accounting, personnel, budgeting, inventory control, management and administrative support services.

Figure 1
March 31, 1991

ORGANIZATIONAL CHART

DEPARTMENT OF INDUSTRY



HUMAN RESOURCE DEVELOPMENT DIVISION

The Human Resource Development Division provided training and human resource development programs designed to meet the needs of Prince Edward Island employers and employees. In this respect, the Division worked closely with the Regional office of Employment and Immigration Canada (EIC) to determine the training needs of employers and employees. In co-operation with EIC, the Division provided skill training, upgrading, and apprenticeship training for approximately 500 Islanders through the Canada/PEI Training Agreement. During the year, there were 100 new apprentices registered in the Apprenticeship Program. As well, approximately 500 individuals received academic upgrading through Adult Night Classes funded throughout the Province. In addition, young adults were increasingly aware of the necessity to upgrade their academic training if they were to be eligible for training and for jobs.

With continuing changes in the workplace brought about by new technology and demands for more highly skilled workers, there were increasing requirements for higher reading and math levels of employees. The Department, in a cost sharing initiative with the Secretary of State, has used the resources of Holland College to develop an Adult Basic Education Curriculum. This project will have very significant positive implications for adult academic upgrading in the province. Furthermore, the Province is attempting to be increasingly supportive of other literacy training initiatives, through the Federal/Provincial Literacy Initiatives Program.

APPRENTICESHIP AND INDUSTRIAL TRAINING SECTION

Apprenticeship Training:

The Apprenticeship and Industrial Training Section provided programs and services that addressed the training needs of adults. In-school training was provided for 221 apprentices in 18 trades. Apprentices registered in the program remained at the same level as 1989/90 year. See Table 1 (page 9) for more detailed information.

The following examinations were administered during the year.

Type	Number
Pre-apprentice	84
Block Release for Apprentices	25
Module for Apprentices	499
Interprovincial for Apprentices	69
Interprovincial for Journeymen	69
Certificate of Qualification	30
Certificate of Achievement	43
Certificate of Proficiency	1
Practicals	5
Total	825

Examination and training program updating is an ongoing activity. During the year the following were completed:

Provincial Program

Secretarial Practical
Plumber Sectional
Motor Cycle Certificate of Qualification Examination

Interprovincial Program

Truck & Transport Mechanic Examination - 2nd Draft
Validation of Interprovincial Exams 4
Validation of National Analysis 2

The Apprenticeship and Industrial Training Section has responsibility for the Truck and Transport Interprovincial Examination. Work on the final draft was completed and translation and printing will be carried out early in the 1991/92 year. The Apprenticeship and Industrial Training Section also has responsibility for the Heavy Equipment Mechanic Examination. Development of an examination plan will begin in 1991/92.

Apprenticeship Training Officers monitored the progress of apprentices both on-the-job and in school during their technical training periods.

The Apprenticeship Advisory Board held seven meetings during the 1990/91 year. In addition to routine business matters, the Board completed a report on factors impacting on, "The Transition from School to the Work Site", and participated in a general review of the Apprenticeship Program.

A review of apprenticeship was carried out during the year. A draft report titled, "Partners in Apprenticeship - Key to the Future", was completed on March 31, 1991. The report will be considered by the Apprenticeship Review Committee and a final report is expected to be presented to the Minister by June of 1991.

Canadian Jobs Strategy

The following Canadian Jobs Strategy proposals were received during 1990/91.

Program Stream	Number
Skill Investment	41
Skill Shortages	12
Job Entry	5
Job Development Individualized Projects	16
Total	74

Private Trade Schools Act

Under the Private Trade Schools Act, eleven schools were registered by March 31, 1991; four of these were new registrations.

ADULT AND CONTINUING EDUCATION SECTION

Canadian Jobs Strategy - Direct Purchase Option

A three year Federal/Provincial Training Agreement signed in June 1986, expired March 31, 1989. This Agreement has been extended by the Federal Government pending negotiations with the Province which could lead to the signing of a new Labour Force Development Agreement. Under the terms of the expired Agreement, Prince Edward Island received $2,833,600 in 1990/91 for the purpose of conducting training programs for labour market entrants and participants. Much of the Direct Purchase Option training was limited to courses approved on a "Designated Occupational Skill Shortages List." This list reflected occupations that were in short supply and were recommended by a local committee and approved at the PEI Regional Office of the Employment and Immigration Canada (EIC).

The following is a list of some of the training courses offered during 1990/91:

Preparation for Employment	54 places
Electro-Mechanical Technology	50 places
Preparation for Vocational Training	52 places
Bricklaying	36 places
Career Exploration for Women	22 places
Deck Officer Upgrading	30 places
Licensed Nursing Assistant	30 places
Resident Care Worker	28 places
English as a Second Language	15 places
Marine Engineering	20 places
Power Engineering	20 places
Early Childhood Worker	60 places
Tilesetter	12 places
Tractor Trailer Driver	3 places

Courses offered in the past were also modified to better address the needs of the labour market and the trainees. In addition to a variety of curriculum changes, entrance requirements were also altered. Following is a statistical summary of training efforts since 1986/87.

Statistical Summary

	1987/88	1988/89	1989/90	1990/91
Student Days	65,569	54,758	49,779	48,841
Number of Courses	89	67	62	66
Courses Cancelled	2	2	2	1
Training Costs	$3,010,242	$2,864,009	$2,833,600	$2,833,600

Adult Night Class Program

The Adult Night Class Program, funded by the Province and delivered by Holland College, provided adults with an opportunity to upgrade their academic achievement level as far as Grade 12 through twice-weekly attendance at evening classes.

A revised curriculum developed for both part-time and full-time adult basic education students was pilot tested in Charlottetown during the 1990/91 academic year. Below is a statistical summary of adult night classes by area of the Province.

Statistical Summary - Adult Night Class Program for 1990-91

LOCATION	NUMBER OF CLASSES	TOTAL ENROLMENT	NUMBER OF TEACHERS
Extension West			
Lennox Island	1	20	1
Evangeline	1	20	1
Elmsdale	2	39	2
Summerside	5	156	14
Ellerslie	1	22	1
Kensington	3	57	3
Tignish	1	26	1
Sub-total	14	340	23

LOCATION	NUMBER OF CLASSES	TOTAL ENROLMENT	NUMBER OF TEACHERS
Extension East			
Souris	2	20	3
Montague	2	28	3
Charlottetown	7	141	12
Sub-total	11	189	18
TOTAL	25	529	41

Provincial Literacy Secretariat

The Province continued to contribute funds to the five voluntary literacy councils on Prince Edward Island toward their work of teaching adults to read and write. These volunteers are to be commended for the generous sharing of their time and talents in this humanitarian endeavour.

The Department of Industry, in partnership with the National Literacy Secretariat of the Department of Secretary of State, funded projects that increased the awareness and addressed the problems of adult illiteracy on Prince Edward Island. As 1990 was International Literacy Year, a special effort was focused on this issue. Projects that were supported during 1990/91 included:

[1] **Holland College** - Implementation of an Adult Upgrading Curriculum.

[2] **Holland College** - Purchase of Computer Managed Learning Systems.

[3] **Holland College** - Literacy tutor training workshop.

[4] **Laubach Literacy Canada/P.E.I.** - Contribution towards a national literacy conference in Charlottetown.

[5] **PEI Association for Adult Education** - Sponsorship of a provincial conference for adult students.

Joint Federal/Provincial Co-Ordinating Committee on Human Resource

The Joint Committee structure was the mechanism by which the Provincial and Federal Government were able to resolve many labour market issues of mutual concern and often of joint responsibility. The Committees dealt with such issues as purchases of training courses, immigration, and the Federal/Provincial Training Agreement. The Section provides secretariat services and implements the decisions of the Committee.

Training Plan Preparation

The Adult and Continuing Education Section consulted with Federal and other Provincial Departments which have involvement in the training courses the Province co-sponsored with Employment and Immigration Canada.

After the adult training requirements were obtained from the various representatives of government, labour, management and other sources and a thorough review of labour market needs was completed, the Annual Training Plan was prepared for submission to the Joint Federal/Provincial Co-Ordinating Committee on Human Resources for review and ratification. The Training Plan was funded by Employment and Immigration Canada in the amount of $2,833,600.

TABLE I TRADES	Apprentices Apr. 1/90	Apprentices Mar. 31/91	New Apprentices	Drop-Outs	In-School Training	Apprentices Qualified	Others Qualified	Total Certificates Issued To Date	Total Red Seals Issued To Date	Work Permits
Baker	0	0	0	0	0	0	0	1	x	x
Bricklayer	6	4	0	1	3	1	0	49	41	x
Cabinet Maker	3	4	2	1	2	0	0	14	x	x
Carpenter	69	76	29	9	53	13	8	582	272	x
Cook	11	10	4	1	7	4	13	140	87	x
Drafting	0	0	0	0	0	0	0	4	x	x
Electrician (Construction)	55	59	15	5	44	6	6	327	211	x
Electrician (Industrial)	4	7	4	0	5	1	2	11	2	x
Engine Fitter	0	0	0	0	0	0	0	1	x	x
Farm Equipment Mechanic	6	7	3	1	5	1	3	36	x	x
Hairstylist	0	0	0	0	0	0	1	6	6	x
Heavy Duty Equipment Mechanic	4	6	3	1	4	0	1	92	18	x
Industrial Instrument Mechanic	0	0	0	0	0	0	0	1	1	x
Industrial Mechanic (Millwright)	4	6	3	1	6	0	1	16	3	x
Lineman	10	12	3	0	4	1	1	77	18	x
Machinist	0	0	0	0	0	0	1	23	9	x
Motor Cycle Mechanic	0	0	0	0	0	0	1	23	x	x
Motor Vehicle Mechanic	41	50	21	8	32	4	3	717	248	65
M.V.M. (Electrical & Fuel)	0	0	0	0	0	0	0	12	x	x
Truck and Transport Mechanic	6	3	0	3	2	0	1	46	14	x
Motor Vehicle Body Repairer	16	16	5	5	5	0	4	143	44	x
M.V.M. (Transmission)	0	0	0	0	0	0	0	4	x	x
Oil Burner Mechanic	2	2	2	1	1	1	4	107	24	x
Painter & Decorator	0	0	0	0	0	0	1	6	2	x
Plumber	35	32	4	4	24	3	2	286	139	51
Radio & T.V. Repairer	0	0	0	0	0	0	0	4	0	x
Refrigeration & Air Conditioning	0	1	1	0	1	0	1	33	3	x
Secretary	0	[illegible]	0	0	0	0	0	38	x	x
Service Station Mechanic	2	3	2	0	0	1	17	532	x	x
Sheet Metal Worker	9	11	5	2	5	1	0	39	20	x
Small Equipment Mechanic	0	0	0	0	0	0	0	2	x	x
Sprinkler Fitter	1	1	0	0	1	0	3	3	2	x
Steamfitter/Pipefitter	0	0	0	0	0	0	0	42	17	x
Welder	25	16	3	7	17	5	4	104	49	x
TOTALS	309	326	109	50	221	42	78	3,521	1,224	116

x - Not available in this trade

POLICY AND PLANNING DIVISION

The Policy and Planning Division acted as a resource and support for the Department's other Divisions. The overall responsibilities of the Division were as follows:

- management of a variety of strategic policy and program areas including science and technology, immigration, procurement, unemployment insurance, labour market analysis, computer and technical services for the Department (including questionnaire design and review) and environmental issues that pertain to the Department;
- negotiation of Federal/Provincial Cooperation Agreements within Industry's jurisdiction;
- analysis of policy issues and provision of advice to senior management on a variety of issues;
- special projects including Cavendish Farms and McCain;
- development of program proposals;
- strategic planning including the preparation of the strategic overview;
- program evaluation;
- preparation of a broad range of Ministerial and Deputy Ministerial correspondence such as speeches, memos, briefing notes, and letters as required;
- coordination of Department input and responses.

The Division is divided into three sections. Following is a detailed description of each section's activities.

POLICY ANALYSIS AND PLANNING SECTION

The responsibilities of this section were divided into five (5) major areas.

Policy Analysis and Development

During the 1990/91 year, the section analyzed policy issues and presented recommendations to departmental management, drafted correspondence for the Minister and Deputy Minister and acted as provincial representative in the areas of immigration, foreign investment, procurement, economic development, environment, land use, Investment Canada takeovers, and program development. As well, the section prepared policy/program proposals and coordinated the preparation of the Department's Annual Report, Operational Plan, and Departmental briefing material.

Immigration

The section is the provincial liaison for the Federal Government's Business Immigration Program. The section reviewed the complex offering memoranda submitted by project sponsors seeking to obtain foreign investment capital for specific projects under the program and provided recommendations to departmental management for approval or rejection. The Manager attended a number of meetings to discuss policy issues concerning the Business Immigration Program. As well, the Policy Analysis and Planning Section responded to extensive inquiries from the public regarding the program and provided Provincial input to the federal government on proposed policy issues and guideline changes.

Staff met with interested immigrants concerning their business immigration plans and referred their proposals to appropriate provincial departments to determine the viability of the entrepreneur's business plan as well as to ensure the proposal was of significant economic benefit to PEI.

During 1990/91, the Section referred a number of various proposals to other departments for their comments and provided advice and direction to interested entrepreneur immigrants.

The Policy Analysis and Planning Section also has provincial responsibility for immigration which involved liaison with the Federal Government on the level of immigration to the Province. The Manager acted as a Co-Chairperson of the Federal/Provincial Coordinating Committee on Human Resources, whose mandate is to consult annually on immigration levels, (both nationally and provincially), to consult on immigration policies and agreements, and to collaborate on arrangements to ensure the successful settlement and integration of newly arrived emigrants on PEI.

Procurement

The Policy Analysis and Planning Section, in conjunction with the Trade Division, was responsible for procurement policy. During the 1990/91 year, departmental input was provided toward the development and implementation of the Maritime Procurement Agreement on the Reduction of Inter-provincial Trade Barriers, including the development of a regional procurement data network. This agreement was signed by the Maritime Premiers who are committed to reducing interprovincial trade barriers.

The Manager was appointed as a member of the Assessment Review Committee of the Maritime Procurement Agreement by the Council of Maritime Premiers. The Manager acted as Secretary to the Committee whose mandate is to resolve complaints by private sector business under the agreement and to prepare an Annual Report to the Council of Maritime Premiers, including recommendations for procurement activities to attract investment to the region. It was an extremely important and time consuming committee devoted to the task of implementing the Maritime Procurement Agreement as per the Premiers' direction.

Environment and Land Use

Environmental Technical Review Committee

The Manager coordinated departmental input to the Environmental Technical Review Committee established by the Department of the Environment to review development proposals which may have an impact on the environment. Copies of development proposals were received from the Department of the Environment and reviewed by the Manager to identify any environmental concerns with respect to the interests of the Department.

Maritime Environmental Goods and Services Committee

The Division provided departmental and provincial input as a member of the Maritime Environmental Goods and Services Committee. The Division was a member of an ad hoc committee directing a study which was completed on environmental goods and services producers, suppliers, and buyers in the Maritimes and potential business opportunities.

Federal/Provincial Environmentally Friendly Products Committee

The Manager and a Department of the Environment representative were members of the Federal/Provincial Environmentally Friendly Products Committee established by Industry, Science and Technology Canada to coordinate provincial input on identifying environmental goods and services which could be produced by local manufacturers.

Memorandum of Understanding on Conservation Committee

The Manager represented the Department and provided input to the Memorandum of Understanding on Conservation Committee. This Memorandum of Understanding is a Federal/Provincial agreement established to improve communication and coordination of federal and provincial government departments' activities designed to facilitate sustainable development of the natural resources of Prince Edward Island.

Land Use

The Policy Analysis and Planning Section was a member of the Provincial Land Use Policy and Development Committee. The Committee has developed a Land Use and Development Policy Manual which documents existing departmental or agency policy related to land use and development in the Province and meets annually to review and recommend any changes. The Manager coordinated departmental input with respect to land use.

Investment Canada

The Manager reviewed proposals submitted from Investment Canada regarding takeovers of companies by large corporate entities and identified any impact these takeovers may have on the Province (e.g. if the number of jobs will be affected) and provided recommendations to senior management. Approximately, ten to twelve takeover applications were reviewed last year.

RESEARCH, EVALUATION AND TECHNICAL SERVICES SECTION

The Research, Evaluation and Technical Services Section has responsibility for the following areas:

Policy Analysis

Prepares analytical reports and provides advice on the effects of Federal Government policy and program changes on the Provincial economy. During 1990/91, the Section analyzed data concerning the impact of the unemployment insurance changes for the Province. As well, the Section reviewed data on the impact of the Goods and Services Tax to determine how this may impact on business and, as well, on Departmental programs that assist businesses.

Program Evaluation

The Research, Evaluation, and Technical Services Section has responsibility for conducting evaluations of existing Departmental programs in order to assess their effectiveness and efficiency. The Section was also responsible for the Coordination of Departmental responses to audit reports performed on the Department's programs by the Auditor General. During 1990/91, the Section coordinated the Department's response to audits on the Special Community Development Fund and the Employment Development Section as well as the Auditor General's Report to the Legislative Assembly.

The Section also provided technical services including design of questionnaires and forms within the Department.

Coordinating Development of Information Systems

Through consultation with departmental officials, the Research, Evaluation and Technical Services Section updated and supervised the implementation of the Department's Information Resource Management Plan. This Plan outlines current computer equipment and future information systems and equipment requirements of the Department.

The Section also maintained the Industry Program Database computer system which contains data on various programs and services provided to employers throughout Prince Edward Island by the Department as well as the PEI Development Agency.

The Research, Evaluation and Technical Services Section acted as Departmental Coordinator regarding computer matters. For example, the Section reviewed and approved any user manuals developed for information systems and coordinated all Departmental computer equipment/software problems with the Province's Computer Services Division as well as the vendors. During the year, the Section also provided advice on the development of a Users Manual and the purchase of computer equipment for a computerized information system for PEI businesses, the Business and Technology Exchange Program (B.A.T.E.).

Labour Market Analysis

The Research, Evaluation and Technical Services Section analyzed labour market and economic impacts. During 1990/91, the Section analyzed existing labour market data in the Labour Market Bulletin which is distributed to various private and public sector representatives both within and outside the Province.

Labour Market Research

During 1990/91, the Section conducted the Annual Student Follow-Up of the 1989 graduates from the University of Prince Edward Island, Holland College post-secondary, full-time vocational high schools, and Canada Employment and Immigration sponsored courses. The purpose of this survey was to determine the graduates' success in obtaining employment. The survey results were compiled in a report which was distributed to junior and senior high school guidance counsellors throughout the Province. This will be the last year that the student follow-up survey will be conducted.

As well, the Section prepared a community profile on the Eastern Kings area using data from the 1986 census.

Labour Market Forecasting

The Research, Evaluation and Technical Services Section has responsibility for liaison with the Federal Canadian Occupational Projection System which provides estimates on labour market supply and demand for the Province and the country. This system provided information on the projected employment by occupation and post secondary enrollment levels.

Public Requests for Information

During 1990/91, the Section responded to approximately 120 public requests for information concerning a wide range of topics such as wage rates by occupations, income levels, employment levels, and unemployment rates. There were also a large number of requests received for publications prepared by the Section. The Section is pleased to respond to any public requests for labour market information.

Publications

The Section has a listing of all the publications prepared by the Research, Evaluation and Technical Services Section and a brief description of the contents of each publication.

During 1990/91, the Section prepared the following reports for public distribution:

- Eastern Kings Area Community Profile
- The Prince Edward Island Labour Market Bulletin - 1990.

Copies of any of the publications can be obtained from the Research, Evaluation and Technical Services Section, PEI Department of Industry, 1st Floor, Sullivan Building or Island Information Services, 11 Kent Street, Charlottetown, PEI.

SCIENCE AND TECHNOLOGY SECTION

The 1990/91 fiscal year was the first full year of operation of the Science and Technology Section. The objectives of the Science and Technology Section are:

- to provide secretariat support to the PEI Advisory Council on Science and Technology;
- to provide policy and planning support for the Department in the area of science and technology;

- to promote the development of innovative industries and firms, encourage appropriate research and development, and assist businesses to acquire new technology.

The major activities of the section in the 1990/91 fiscal year are listed below:

PEI Advisory Council on Science and Technology Secretariat

The Science and Technology Section of the PEI Department of Industry provided secretariat support to the PEI Advisory Council on Science and Technology.

The Advisory Council was formed in 1988 to provide leadership in the areas of science, innovation, technology transfer, and research and development on PEI. The Council has 4 private sector, 4 educational and research, and 3 public sector members.

During the 1990/91 year, the Council participated in a National Forum of Science and Technology Advisory Councils, presented a brief to Cabinet, and provided advice to the PEI Government on a number of science and technology related topics. As well, a subcommittee of the Council reviewed applications received under the Innovation PEI Program and recommended approval or rejection.

Policy Development

The Science and Technology Section was responsible for developing policy and program proposals, drafting correspondence for the Minister and Deputy Minister, and acting as the Provincial contact person for all science and technology related matters. The Section represented the Department on a number of committees, and drafted briefing notes for senior management. Numerous policy proposals were developed in response to issues that arose over the course of the year.

Innovation PEI Program

During the year, the Science and Technology Section developed detailed guidelines, application forms, and procedures for a new initiative designed to support applied research and product development in PEI industries. This initiative, called the Innovation PEI Program, provided up to $10,000 support for 14 approved projects across PEI. The Science and Technology Section co-managed the delivery of this program with the Small Business Development Division.

Business and Technology Exchange

The Business and Technology Exchange (BATE) is a computerized source of information for the PEI business community. The Science and Technology Section coordinated the development of this computerized bulletin board system which was made available to the public in November 1990.

The Business and Technology Exchange is available free of charge to businesses across Prince Edward Island through the use of a personal computer, modem, and a telephone line. The BATE system provides its users with information on topics such as Government programs and services, Government tenders, business opportunities, feasibility studies, international trade, and statistics. As well, BATE allows users to post messages, exchange information with other users, and direct questions on business topics to Government staff. The amount of information available through BATE, as well as its usage, has increased steadily since it was first made available. Other provinces, specifically Nova Scotia and New Brunswick, have expressed interest in the BATE system.

Computer Industry

The Science and Technology Section acts as the Department's contact for the PEI Computer Industry Association. The goal of the Association is to promote the development of the computer industry in PEI.

As well, the Section participated in a number of projects designed to develop an infrastructure for further growth of the computer and information technology sectors on PEI. These projects include an initiative to form an Island-wide computer network and participation in a proposed Canada-wide high speed computer network.

Public Awareness of Science and Technology

The Section continued its efforts to increase understanding and improve awareness of the value of science and technology. A major objective of this effort was to encourage more young people, particularly females, to choose careers in science and engineering. To help reach these goals, the Section provided staff support and/or funding for a number of projects, including the PEI Science Fair (April, 1990), National Science and Technology Week (October, 1990), the Flying Circus of Physics (October, 1990), the Science Olympics (November, 1990), and a lecture tour by staff from the Huntsman Marine Science Centre (March, 1991).

The Section also represented the Department on the Federal, Provincial, Territorial Committee on the Public Awareness of Science and Technology which coordinates activities across the country.

Other Activities

In addition to the activities listed above, the Section worked on a number of other topics including:

- provincial staff contact for the Council of Science and Technology Ministers. The Council is composed of Federal, Provincial, and Territorial Ministers responsible for science and technology. During the year, the Council of Science and Technology Ministers continued work on the development of a National Action Plan on Science and Technology.
- reviewed applications for assistance received under the Technology Acquisition and Development Program of the Industrial Development Sub-Agreement and provided advice on the technical feasibility of the proposals.
- discussions were held with the Canadian Space Agency and Atlantic Canada Opportunities Agency on encouraging research and development in areas related to the Canadian Space Program.
- provided advice to other Department of Industry staff on issues related to science and technology.

SMALL BUSINESS DEVELOPMENT DIVISION

The primary role of the Division relates to management of programs and services directed to small business, entrepreneurs and employment development and regional development. In fulfilling this role, the Division also participated in related Departmental policy and planning initiatives.

Activities

Activities of the Small Business Development Division included:

- promoted entrepreneurship and small business sector;
- promoted and assisted in the development and use of management training for and by small business;
- provided advisory service to small business clients to assist in the development of sound business proposals;
- managed the delivery of programs and services directed to the small business sector;
- determined the eligibility and viability of a business or project for financial incentive in compliance with program criteria;
- managed Departmental programs which provide operational support and capital contributions to regional business development organizations and projects;
- managed the delivery of the Jobs for Youth Program and Jobs Registry Service;
- participated, as appropriate, in Departmental initiatives related to policy or program development and evaluation;
- represented the Department or Province on various committees related to Division priorities, including non-profit, private sector and government organizations.

Division Objectives

The major objectives of the Division are:

- to assist in the establishment of new businesses and the modernization or expansion of existing businesses;
- to encourage and assist regional economic development initiatives;
- to provide meaningful employment opportunities and work experience on Prince Edward Island;
- to manage, administer or co-ordinate, as appropriate, Division policy and program mandates to ensure they are implemented in a timely and efficient manner; and,
- to ensure the benefits of the Division's programs and services are available throughout Prince Edward Island.

Divisional Activity Highlights

Activity highlights for 1990/91 outside of the normal program activity included:

- the completion of negotiations on a new Federal/Provincial Cooperation Agreement on Rural Economic Development;
- the development of a "Getting Into Business on P.E.I." booklet and audio tape for small business on Prince Edward Island in a joint venture with the Atlantic Canada Opportunities Agency;
- participation as an advisory member to the Road to the Isle Committee through the Department of Tourism;
- participation as a joint sponsor of Small Business Week with the Federal Business Development Bank;

- hosted the Canadian meeting of the Shareholders Agreement on Small Business Data Base;
- collectively completed the development work with the Policy and Planning Division on the Business and Technology Exchange System and introduced it to the Island business community;
- revision of the Small Business Enhancement Program Guidelines to improve accessibility to small business and to improve administrative efficiency. These changes resulted in reduced administrative overhead and increased participation by home-based businesses and businesses owned and operated by women;
- participation in the formation, delivery and administration of a new initiative; namely, "Innovation PEI";
- participation in the formation, delivery and administration of a new initiative with the Department of Community and Cultural Affairs; namely, "Community Pride Program";
- participated in and financially assisted the Canadian Federation of Municipalities to conduct a study on "Home-Based Business";
- participation on a Committee regarding the process of Government Reform.

1990/91 Program Activity

A brief description of Program activity for the fiscal year 1990/91 follows. On a general basis, Program administration is centered in Charlottetown while Program delivery takes place through each of the six (6) regional offices.

Area Industrial Commissions

During the 1990/91 fiscal year the Department of Industry completed negotiations in the late Spring with the Atlantic Canada Opportunities Agency on a new Rural Economic Development Agreement. Regional Area Industrial Commissions may apply under the Agreement for a financial contribution towards operational funding. In the absence of a formal Federal/Provincial Agreement, the Department of Industry provided interim operational funding for the fiscal year. Contributions made were as follows:

West Prince Area Industrial Commission	$33,370
Baie Acadienne Industrial Commission	$29,064
Greater Summerside Area Industrial Commission	$30,000
*Kensington Area Industrial Commission	$ 9,000
East Prince Area Industrial Commission	$30,427
Three Rivers Area Industrial Commission	$30,000
Souris Area Industrial Commission	$30,000

*The Kensington Area Industrial Commission received financial support for the first two quarters of the fiscal year.

Over the past fiscal year, the Area Industrial Commissions were involved with a number of economic projects across Prince Edward Island. In the West the expansion of Westech, a Company owned by the West Prince Area Industrial Commission, added to the employment base and stability of a community-based company. Baie Acadienne Industrial Commission completed work and solicited tenants for its incubator mall. The Greater Summerside Area Industrial Commission was successful in assisting a number of small businesses to establish in its Venture Centre. The East Prince Area Industrial Commission assisted a number of current organizations to develop and implement projects including the South Shore Tourist Association with their new Tourism Centre and Emerald with an expanded community and recreation facility. In the Eastern part of the Island, the Three Rivers Area Industrial Commission offered training packages to area residents and, in Souris, the Commission worked closely with the Tourist Association to develop cross country ski trails as part of tourism infrastructure in Eastern Kings and upgraded its trade show rental company.

Regional Development Support Program

This Program provided a capital contribution to community-based economic development organizations to assist them in arranging a financial package which will ensure that selected development projects are implemented.

In 1990/91 the Department provided $511,019 in financial assistance for various projects.

Table 2 (page 24) provides a list of approved projects indicating the project sponsor, location, and amount approved.

Management and Entrepreneurial Development Program

The primary objective of this Program is to improve and stimulate the management capabilities of employees, owners, and managers of Prince Edward Island business firms through Management Development courses and thereby improve the efficiency, effectiveness, and profitability of Island businesses.

The Program was also intended to provide financial assistance to educational institutions as well as private industry associations and business groups to develop and host a wide range of management courses, seminars, and workshops designed to upgrade the management skills of Island business managers.

This Program was funded under the Canada/P.E.I. Subsidiary Agreement on Industrial Development.

The following is the Program activity for the 1990/91 fiscal year:

No. of Applications	Approvals	Expenditures
127	103	$200,145

Business Education Linkage/Student Policy Projects

This Program provided a financial contribution to the School of Business Administration of the University of Prince Edward Island to assist fourth year business students assess the potential viability of new businesses. Once completed the plans are maintained in a reference library at the Provincial Government's Planning Library and are made available to Island business people and potential entrepreneurs. This Program also provided assistance to the School of Business for expenses relating to selected business conferences and research initiatives.

In addition, assistance was provided to a number of Island businesses that employed Island high school students that were involved in the Shad Valley Project. These students received exposure to university education and small business during the summer months. This Program was funded under the Canada/P.E.I. Subsidiary Agreement on Industrial Development.

The following illustrates the funding contributions provided under the Program:

University of Prince Edward Island School of Business Policy Projects	-	$12,165
Island Businesses/Shad Valley Project	-	$ 9,509
University of Prince Edward Island Research Initiatives/Business Conference	-	$ 1,600

Jobs For Youth Program

The Jobs for Youth Program is comprised of three (3) distinct sectors: Public, Private and Non-Profit. Through the Public Sector, Island students received summer employment from departments that hire additional staff during the summer months. As well, private sector businesses received a contribution towards wage costs to assist with employing students or youths. Finally, through the non-profit sector, organizations may receive assistance to employ students or youths to assist them in the implementation of their programs, businesses, and activities.

Following is the program activity for the Jobs for Youth Program:

Sector	Number of Applications	Approvals	Positions	Expenditure
Public	114	63	228	$378,522
Private	310	154	163	$151,299
Non-Profit	195	138	228	$472,710

Management Awards Program

The Management Awards Program was established by the Department of Industry to complement funding provided to Island Area Industrial Commissions. Assistance under this Program was provided in consideration of implementation of capital projects that required additional management time by the Commission beyond its day-to-day operation. The Department provided $92,631 in Management Award contributions.

The following Area Industrial Commissions were provided with Management Awards in fiscal year 1990/91:

East Prince Area Industrial Commission	$19,730
Souris Area Industrial Commission	$25,400
West Prince Area Industrial Commission	$20,397
Three Rivers Area Industrial Commission	$27,104

Graduates-In-Business Program

The Graduates-In-Business Program was designed to assist young Island graduates to investigate and begin new small business opportunities.

1990/91 was the last year for the Graduates-In-Business Program. As such, one payment was made to a young businessman in the amount of $500.

Small Business Research Program

The primary objective of this Program was to identify small business opportunities for Island business and potential investors, thereby strengthening our economic base and creating additional employment opportunities for Prince Edward Island residents.

Under the terms of this Program, applicants were required to submit a general outline of the "opportunity" which they would like to have researched. The Department of Industry could then cost share, with the applicant, the cost to engage a consultant(s) to undertake a detailed feasibility study. The Department of Industry can finance up to 75% of the cost of the study ($10,000 maximum) with the applicant financing the balance.

In the 1990/91 year, two major studies which were initiated in the 1989/90 fiscal year were concluded. Sixteen (16) new studies were contracted out in the 1990/91 year; of these, seven (7) were completed while nine (9) are ongoing.

During this period, financial assistance was extended to several applicants to engage consultants to carry out detailed feasibility studies to identify new opportunities. Four (4) of the applicants, as a result of the studies carried out, are planning new businesses and three (3) intend to expand their present facilities. Examples of feasibility studies completed during the year include:

- a study to examine the feasibility of producing, "Anne of Green Gables", doll houses for the Japanese market;
- a study into the potential for the production of a high quality calendar;
- a study into the feasibility of purchasing a high pressure waterjet cutting unit;
- a study into the feasibility and technical capabilities of a laser engraving system;
- a study on the feasibility of manufacturing a new harness hitch for horse racing;
- a study into the feasibility of producing frozen mackerel for bait;
- a study into the feasibility of establishing a native leather craft manufacturing business, and;
- a study into the potential of manufacturing lead battery posts as an auto accessory.

Small Business Counselling Service

During the 1990/91 fiscal year, the Division provided professional counselling service to many potential and existing Island businesses.

This assistance related primarily to assisting potential entrepreneurs to determine initial feasibility, business plan preparation, assistance with applications, and accessing programs and services of the Department and other Provincial and Federal agencies. This service is available to all forms of businesses in each region of the Province. Assistance was provided on approximately 143 business plans and consultations.

Small Business Services

The objective of this Program was to strengthen/improve the profitability of existing industries through the upgrading of production capabilities while ensuring maximum levels of employment were maintained.

The costs associated with engaging consultants and industry specialists normally are cost-shared with the applicant on a negotiated basis.

All manufacturers and processors, as well as certain Government agencies, industrial boards, and other organizations, are eligible to apply for assistance under this Program, except those studies that are eligible under the Action Programs of the Atlantic Canada Opportunities Agency.

During 1990/91, assistance was provided to two (2) major projects involving statistical studies with actual committed dollars amounting to $5,500.

Assistance was also provided to maintain the Small Business Database and facilitate other legal matters.

Small Business Enhancement Program

The Small Business Enhancement Program (formally Small Business Incentives) continued to encourage and accelerate desirable development within the manufacturing, processing, and service industry sectors of the Provincial economy.

Conditional contributions of 50% up to a maximum of $30,000 were available for the creation of a new operation or for the expansion of an existing operation. Assistance of up to 30% to a maximum of $30,000 was available for the modernization of an existing operation provided it would substantially improve working conditions and/or productivity.

This Program was funded under the Canada/P.E.I. Subsidiary Agreement on Industrial Development and had a budget for the 1990/91 fiscal year of $1,468,800.

During the period April 1, 1990 to March 31, 1991, a total of 100 applications were approved resulting in a projected capital expansion of $2,731,275 in the provincial economy.

In the fiscal year 1990/91, the Small Business Enhancement Program assisted in the creation of approximately 200 new jobs.

Some of the products and services created included:

Manufacturing and Processing Sector

- Christmas Wreaths
- Cloth Diapers
- Marquetry
- Dried Flowers
- Cabinet Doors
- Drapery/Curtains
- Computer Software

Crafts

- Wood, fabric, ceramics, stoneware, wool, screen printing, and embroidery

Agriculture Sector

- Honey processing - Seed cleaning

Fisheries and Aquaculture

- Shellfish grading and packaging - Crab meat processing - Smoked eels processing

Environment Sector

- Recycling paper
- Oil and water separation
- Heat exchangers
- Recycling lead

Service Sector

- Summer savory processing
- Decorative concrete stamping
- Boat hauling

During the period 1990/91, sixty (60) of the prior years approved cases for first performance reviews and forty-four (44) final performance reviews were granted. It is expected that 1991/92 will see equal activity in this area with as many firms approaching their first and second performance review anniversary dates.

Table 3 (page 25) illustrates the results of activity by county from April 1, 1990 to March 31, 1991. Table 4 (page 25) illustrates the results of the Small Business Enhancement Program since May 25, 1984. Table 5 (page 25) illustrates the results of activities during the fiscal year 1990/91 for the Regional Services Centres throughout Prince Edward Island.

Youth Business Start Program

The objective of this Program is to encourage the development of entrepreneurial skills of young Islanders and to create additional employment opportunities for Island youth and students by assisting them in establishing their own small business.

To meet these objectives, the Program provided applicants with loan guarantees up to $5,000 for youth interest free for a period of one year and up to $2,000 for students interest free and repayable by October 1 of the current year.

In 1990/91, sixteen (16) applications were received and eleven (11) proposals were approved. Total loans were valued at $35,375. As a result of this year's Program, twenty-eight (28) new jobs have been created for Island youth.

Regional Business Development

The Division has full-time Regional Business Development officers located in West Prince, East Prince, and the Central Region. The Southern Kings and Queens Region and the Eastern Kings Region are served by a single Regional Business Development Officer. The Regional Co-ordinator in the Evangeline Regional Services Centre, an employee of the Department of Community and Cultural Affairs, provided a limited service in that Region as time and circumstances allowed.

Role

The Regional Business Development officers represented the Department on a regional basis and provided an advisory service related to most Government programs and services directed to business/ economic development.

Activities

- Regional Business Development Advisory Service;
- regional co-ordination and delivery of Division programs and services;
- represented the Department of Industry on regional business development organizations and on Area Industrial Commissions;
- provided regional input to Division planning and policy initiative, and;
- represented the Division on special regional Provincial projects or initiatives, i.e., Small Business Marketing Handbook, Community Futures.

Table 6 (page 26) illustrates the level of activity by Region with regard to the Regional Business Advisory Service. Regional Business Development officers are also involved in the delivery of all Small Business Development Division programs and services on a Regional basis.

INDUSTRIAL DEVELOPMENT SUB-AGREEMENT (ERDA)

In April of 1987, Canada and Prince Edward Island signed a five- year, $23.5 million Industrial Development Sub-Agreement. This Agreement was amended in March 1990 in the amount of $20 million to facilitate the construction of two (2) industrial waste water treatment plants, and again on October 10, 1990, in the amount of $10 million to facilitate the establishment of an Aerospace Park at CFB Summerside. The primary objectives of this Agreement were to improve the climate for Industrial development, expand and diversify the Island economy, increase the level of productivity and innovation in local firms, assist the development of small business, and provide assistance to develop and upgrade industrial infrastructure support systems.

To achieve the objectives of the Agreement, four (4) comprehensive programs were developed; (1) Strategic Development Program, (2) Productivity, Innovation and Technology Advancement Program, (3) Small Business Enhancement Program (see specific programs outlined in the Small Business Development Division), and (4) Infrastructure Support Program.

Technology Development and Acquisition

The Technology Development and Acquisition Program was funded jointly under the Canada/P.E.I. Subsidiary Agreement on Industrial Development. The Program was jointly managed and delivered.

The purpose of this Program is to assist local manufacturers, processors, and selected commercial industries to seek out, identify, acquire and adopt new technologies which will improve productivity and enhance competitiveness.

During the period April 1, 1990 to March 31, 1991 a total of nine (9) applications were received and evaluated under the Program. Of this total, seven (7) were approved, and two (2) were withdrawn by the applicant. Of the seven (7) applications approved, three (3) were for new technological equipment, i.e., computerized laser engraver, fish unloading equipment, and auto-cad system; four (4) applications were for technology research, i.e. a project was undertaken with the P.E.I. Seafood Processors Association and the Food Technology Centre to implement technology to eradicate listeria from lobster meat. Funding was provided through the Program to improve the capabilities of Island firms in technologies related to the Canadian Space Agency "STEAR" project and a technology research study to refurbish industrial diesel engines was carried out with an Island firm.

The level of implementation of new technology among Island manufacturing and processing industries will continue to increase as more firms become aware of the opportunities and advantages that are available as a result of introducing technology to their work place.

Strategic Development Program

The Strategic Development Program contained four major elements: Opportunity Development and Support, Investment Promotion, Strategic Opportunities, and Public Information and Evaluation.

The primary objective of the Strategic Development Program is to provide assistance to significant strategic investment opportunities, which have the potential to accelerate industrial or technological advancement, add to diversification, and create significant new long-term employment opportunities.

Opportunity Development Program

During the period of April 1, 1990 to March 31, 1991 a total of seven (7) applications were received and evaluated under the Opportunity Development and Support Program. Of these applications, six (6) were approved and one was determined ineligible.

Of the six (6) projects approved, four (4) were for studies that looked at new opportunities for Prince Edward Island in the manufacturing and processing industry. Some of these studies included an Opportunities Study for CFB Summerside, New Technology in Potato Processing and a study on the quality of mackerel held in cold storage over a long period of time. Two (2) projects were approved for new product development; one of which was a self-propelled aluminum barge specially designed for the Aquaculture industry.

Strategic Opportunities

The Strategic Opportunities Program received five (5) applications of which four (4) received approval and one (1) was withdrawn by the applicant.

Projects included an edible bean processing facility in Kings County; a cold storage and packaging facility for Westech Agriculture in West Prince; two (2) major aerospace projects for CFB Summerside; a remanufacturing and overhaul facility for turbine engines, and; a repair and overhaul facility for aircraft accessories.

Public Information and Evaluation

Under the Public Information and Evaluation Program, the Federal/Provincial Communication Committee of the Subsidiary Agreement continued its efforts in promoting the Agreement throughout the Province. The Committee again utilized the news media, trade shows, and the services of the Business Development officers to actively promote the programs offered through the Agreement. The response and program uptake has been very positive.

Technology Promotion

The Technology Promotion Program was funded jointly under the Canada/P.E.I. Subsidiary Agreement on Industrial Development. The Program was jointly managed and delivered through a joint Federal and Provincial Committee.

The objective of this Program is to promote a greater awareness and understanding of new technologies and the contribution they can make to the competitiveness of Island firms.

To meet the Program objectives, the Management Committee provides assistance to; mount demonstration projects, develop targeted management courses to deal with the management of new technologies, develop media programs dealing with technology adoption within Island firms, develop an information utility on new technologies to be accessed by Island firms.

During the period April 1, 1990 to March 31, 1991 a total commitment of $6,477 was incurred for several small promotional activities carried out under the Program throughout the year. One such project was, "Women Do Math and Science", a Conference designed by the P.E.I. Advisory Council on the Status of Women for Grade 8 girls on Prince Edward Island. The Conference attracted over 150 students from across the Province. The students were introduced in a day-long seminar/workshop to professional women working in the math and science occupational field. The Conference provided an excellent opportunity to promote the field of science and technology.

Industrial Infrastructure Support Program

The Industrial Infrastructure Support Program was funded jointly under the Canada/P.E.I. Subsidiary Agreement on Industrial Development. The objective of this Program was to provide assistance to new and expanding firms to undertake capital cost projects which involve waste treatment, water supply and power conversion. Assistance was also available for studies related to economic/business development opportunities in the less developed regions of the Province.

This Program was jointly funded and managed. The Program was delivered by the Department of Industry.

During the period April 1, 1990 to March 31, 1991 a total of twenty (20) applications were received under the Program. Of the twenty (20) applications received, twelve (12) were approved, three (3) are pending, one (1) was withdrawn, and four (4) were determined ineligible. The total amount of funds committed was $90,000.

Of the twelve (12) applications approved, seven (7) were for studies and five (5) for capital cost projects. Studies were funded for exploratory well drilling in the Aquaculture Industry, Three-Phase Power for the Manufacturing and Processing Sector, and Wastewater Treatment. Under the capital projects, three-phase power was extended to four (4) small manufacturing and processing firms in rural Prince Edward Island and assistance was provided for an industrial water system for an aquaculture operation.

TABLE 2

REGIONAL DEVELOPMENT SUPPORT PROGRAM

PROJECT	SPONSOR	LOCATION	CONTRIBUTION
Curling Club Expansion	Alberton Curling Club	Alberton	$ 20,000
Site Enhancement	Atlantic Wind Test Site	North Cape	$ 4,370
Tourism Development	Belfast Development Corp	Belfast	$ 18,259
Tourism Development	Brudenell Community Council	Brudenell	$ 7,500
Tourism/Recreation	Cardigan Village	Cardigan	$ 12,000
Recreation/Community Facility	East Prince Area Industrial Commission	Emerald	$ 20,000
Property & Building Enhancement	Kings Playhouse Board of Management	Georgetown	$ 16,000
Shopping Mall Enhancement	Baie Acadienne Industrial Commission	Wellington	$ 14,640
Park Entrance Upgrading	Mill River Fun Park	Woodstock	$ 16,000
Community Centre	Mt. Stewart Community	Mt. Stewart	$ 15,000
Community Pool Complex	Montague Community Welfare League	Montague	$100,000
Club House Revitalization	PEI Street Rod Association	Cardigan	$ 3,500
Homestead/Tourism Development	Friends of Sir Andrew MacPhail	Orwell	$100,000
Ski Trail Groomer	Souris Area Industrial Commission	Souris	$ 9,350
Trade Show Equipment	Souris Area Industrial Commission	Souris	$ 8,600
Leasehold Improvements	Souris Day Care Centre	Souris	$ 2,518
Building Enhancement	Spry Point Co-operative	Spry Point	$ 20,000
Renovations	Club Ti Pa	Tignish	$ 1,667
Tourism Centre	East Prince Area Industrial Commission	Tryon	$ 9,965
Wellington Incubator Mall	Baie Acadienne Industrial Commission	Wellington	$ 40,000
Westech Expansion	Westech Agriculture Ltd.	Bloomfield	$ 21,250
Recreation/Tourism Development	Western Destinations Inc.	Woodstock	$ 40,000
L.M. Montgomery School	East Prince Area Industrial Commission	Lr. Bedeque	$ 400
Incubator Mall	Baie Acadienne Industrial Commission	Wellington	$ 10,000

TABLE 3

SMALL BUSINESS ENHANCEMENT PROGRAM BY COUNTY

APRIL 01, 1990 TO MARCH 31, 1991

COUNTY	NO. OF PROJECTS APPROVED	MANUFACTURING & PROCESSING NEW,	MODERNIZATION,	EXPANS.	SERVICE NEW,	SECTOR EXP.	PROJECTED NEW JOBS	AMOUNT	AVERAGE COST/JOB	AVERAGE PROJECT
Kings	34	6	1	22	0	5	63	$ 361,586	$5,739	$10,635
Queens	34	14	-	19	1	0	87	485,931	5,585	14,292
Prince	32	8	-	18	4	2	52	356,288	6,852	11,134
	100	28	1	59	5	7	202	$1,203,805	$5,959	$12,038

TABLE 4

SMALL BUSINESS ENHANCEMENT PROGRAM SUMMARY

MAY 25, 1984 TO MARCH 31, 1991

COUNTY	NO. OF PROJECTS APPROVED	MANUFACTURING & PROCESSING NEW,	MODERNIZATION,	EXPANS.	SERVICE NEW,	SECTOR EXP.	PROJECTED NEW JOBS	AMOUNT	AVERAGE COST/JOB	AVERAGE PROJECT
Kings	140	21	1	81	13	24	298.5	$1,683,928	$5,641	$12,028
Queens	243	64	1	143	9	26	451.9	2,903,380	6,425	11,948
Prince	190	51	-	99	14	26	374.6	2,398,727	6,403	12,625
	573	136	2	323	36	76	1,125	$6,986,035	$6,210	$12,192

TABLE 5

SMALL BUSINESS ENHANCEMENT PROGRAM SUMMARY

APRIL 01, 1990 TO MARCH 31, 1991

COUNTY	NO. OF PROJECTS APPROVED	MANUFACTURING & PROCESSING NEW,	MODERNIZATION,	EXPANS.	SERVICE NEW,	SECTOR EXP.	PROJECTED NEW JOBS	AMOUNT	AVERAGE COST/JOB	AVERAGE PROJECT
Eastern Kings	15	4	1	9	0	1	20	$ 137,368	$6,868	$ 9,157
Southern Kings & Queens	19	2	-	13	0	4	43	224,218	5,214	11,801
Central Queens	34	14	-	19	1	0	87	485,931	5,585	14,292
East Prince	16	3	-	10	2	1	31	188,547	6,082	11,784
Evangeline	5	2	-	2	1	-	8	26,521	3,315	5,304
West Prince	11	3	-	6	1	1	13	141,220	10,863	12,838
	100	28	1	59	5	7	202	1,203,805	5,959	12,038

TABLE 6

REGIONAL BUSINESS ADVISORY SERVICE

SMALL BUSINESS DEVELOPMENT DIVISION

ACTIVITY REPORT

APRIL 1, 1990 - MARCH 31, 1991

	East Kings	S. Kings & Queens	Central	East Prince	West Prince	Evangeline	Total
Business Consultations Made	426	598	6382	1219	253	22	8900
Venture Plans Prepared With Clients	59	78	49	82	36	0	304
Business Establishment Visits Made	251	338	591	394	131	5	1710
Meetings Attended with various Business Development Groups	52	88	205	57	90	79	571

TRADE POLICY AND ECONOMIC ANALYSIS

The Director of Trade Policy and Economic Analysis was responsible for coordinating the Province's involvement in international and interprovincial trade agreements, discussions and disputes, and for undertaking special economic related projects assigned by the Minister or Deputy Minister. The following activities and issues were engaged in during the fiscal year.

Free Trade Related Activities

During the fiscal year the Division responded to a number of requests from firms and the general public concerning Canada-U.S.A. Trade and the Free Trade Agreement. The Director represented the Province in meetings of the Federal-Provincial Committee on the Free Trade Agreement and made interventions on issues such as the Canada-U.S. lobster size dispute and U.S. border restrictions associated with the potato virus PVYN.

The Division coordinated an exchange visit between Industry Minister, Robert Morrissey and Tom MacMillan, Consul General to New England, to promote the Province's trade interests.

The Department completed a $40,000 study on P.E.I. Free Trade opportunities on a cost shared basis with the Atlantic Canada Opportunities Agency. The study, which focused on value-added seafood and potato products will be made available to the public.

The Division also provided Secretariat services to a Free Trade Advisory Committee. The Committee submitted its report to the Honourable Robert Morrissey in December, 1990.

GATT and Other International Trade Activities

The Division was responsible for coordinating the province's input on GATT issues, including the "Uruguay Round" of Multilateral Trade Negotiations (MTN). The Director represented the Province at regular Federal-Provincial consultative meetings. Provincial objectives in the MTNs include strengthening and clarifying Article XI 2, C of the GATT to support agricultural supply management programs, obtaining improved market access to the European Community for fisheries products, and exempting regional development assistance from the scope of countervailing duty laws.

The Division also monitored GATT trade disputes involving provincial interests.

In October, the Department co-sponsored, with the Department of External Affairs and International Trade, a Seminar on the implications of the European Community's 1992 Single Market Initiative on Prince Edward Island agricultural exports.

The Department also coordinated participation of provincial officials in a meeting with officials from Canada's foreign consulates concerning export priorities.

Interprovincial Trade

Negotiations for a national agreement to remove interprovincial barriers to government procurement of goods were successful. Premier Ghiz entered into an agreement which came into effect on January 1, 1991.

Negotiations to reduce interprovincial restrictions on beer marketing also resulted in a national agreement. The Honourable Robert Morrissey entered into this agreement on behalf of the Province.

The Division also participated in the Maritime Economic Integration Initiative - particularly in the areas of trade promotion and investment incentives.

Closure of Canadian Forces Base Summerside/GST Centre

The Director provided support to the Minister on this issue and represented the Province on a Joint Planning Committee for the establishment of a National Goods and Services Processing facility in Summerside.

APPENDIX "A"

DEPARTMENT OF INDUSTRY

	EXPENDITURES			ESTIMATES	
DEPARTMENT MANAGEMENT					
ADMINISTRATION					
Administration	$ 61,629	$	$	$ 55,400	$
Equipment	21,251			7,700	
Materials & Supplies	7,103			10,200	
Salaries	304,479			296,400	
Travel & Training	26,590			35,800	
Grants					
- CADC	149,300			149,300	
- UPEI Office of R & D	20,000			20,000	
- Industry Incentives	60,000			—	
		650,352		574,800	
FREE TRADE OFFICE					
Administration	1,509			1,700	
Materials & Supplies	187			1,500	
Salaries	3,345			7,200	
Travel & Training	9,487			9,500	
Grants					
- Industry Incentives	—			2,100	
		14,528		22,000	
			664,880		596,800
POLICY AND PLANNING					
ADMINISTRATION					
Administration	396			400	
Materials & Supplies	297			500	
Salaries	133,682			134,600	
Travel & Training	4,401			6,400	
		138,776		141,900	
SCIENCE & TECHNOLOGY					
Administration	2,079			3,200	
Equipment	2,799			3,200	
Materials & Supplies	2,845			5,400	
Professional and Contract Services	13,859			15,000	
Salaries	67,259			71,100	
Travel & Training	4,148			17,600	
Grants					
- Industry Incentives	115,349			115,000	
		208,338		230,500	
RESEARCH EVALUATION & TECHNICAL SERVICES					
Administration	330			2,000	
Materials & Supplies	953			1,000	
Salaries	84,841			85,100	
Travel & Training	1,658			2,800	
		87,782		90,900	
			434,896		463,300

APPENDIX "A" (continued)

DEPARTMENT OF INDUSTRY

	EXPENDITURES		ESTIMATES	
SMALL BUSINESS DEVELOPMENT				
ADMINISTRATION				
Administration	2,039		3,500	
Materials & Supplies	7,144		16,600	
Salaries	86,836		87,400	
Travel & Training	4,228		5,000	
		100,247		112,500
ENTREPRENEUR & EMPLOYMENT DEVELOPMENT ADMINISTRATION				
Administration	765		1,700	
Materials & Supplies	1,338		7,800	
Salaries	202,572		205,400	
Travel & Training	9,099		9,500	
		213,774	224,400	
JOBS FOR YOUTH				
Salaries	378,522		428,200	
Grants				
- Junior Achievement	225		5,000	
- Work for Youth - Private Sector	151,299		350,000	
- Youth Business Start	1,828		10,000	
- Work for Youth - Non-Profit Sector	472,710		350,000	
- Industry Incentives	---		37,000	
		1,004,584	1,180,200	
		1,218,358		1,404,600
PROGRAM ADMINISTRATION				
Salaries	151,867		148,900	
Travel & Training	8,699		8,700	
		160,566	157,600	
SMALL BUSINESS RESEARCH AND SUPPORT				
Professional & Contract Services	11,617		26,700	
Grants				
- Small Business Research	75,417		150,000	
- Industry Incentives	54,406		43,800	
		141,440	220,500	
ENTREPRENEURIAL DEVELOPMENT				
Administration	566		---	
Professional & Contract Services	34,317		---	
Grants				
- University Linkage	23,274		30,000	
- Management and Entrepreneurial Dev.	165,258		250,000	
- PEI Graduates in Business	500		500	
- Industry Incentives	---		10,000	
		223,915	290,500	

APPENDIX "A" (continued)

DEPARTMENT OF INDUSTRY

	EXPENDITURES			ESTIMATES	
STRATEGIC DEVELOPMENT					
Materials & Supplies	3,733			10,000	
Professional and Contract Services	4,082			16,000	
Salaries	46,774			46,900	
Travel & Training	1,399			2,100	
Grants					
- Opportunity Devel. & Support	410,270			350,000	
- Industry Incentives	3,166,447			1,555,500	
		3,632,705		1,980,500	
SMALL BUSINESS FINANCE					
Administration	2,259			—	
Salaries	4,203			8,400	
Travel & Training	1,998			3,700	
Grants					
- Small Business Incentive Program	1,468,701			1,287,900	
		1,477,161		1,300,000	
STRATEGIC COMMUNITY DEVELOPMENT					
Grants					
- Industry Incentives		511,019		700,000	
INDUSTRIAL INFRA-STRUCTURE SUPPORT					
Professional & Contract Services	(28,605)			150,000	
Grants					
- Industrial Infrastructure Support	164,477			1,071,400	
- Industry Incentives	9,625			50,000	
		145,497		1,271,400	
PROD INNOVATION AND TECH ADVANCEMENT					
Grants					
- Industry Incentive	1,026,827			700,000	
- Technology Promotion	—			100,000	
		1,026,827		800,000	
			7,319,130		6,720,500
REGIONAL BUSINESS DEVELOPMENT					
Salaries	120,194			159,200	
Travel & Training	19,469			18,400	
Grants					
- Area Industrial Commissions	192,095			203,700	
- Industry Incentives	97,865			108,000	
			429,623		489,300
HUMAN RESOURCE DEVELOPMENT					
ADMINISTRATION					
Administration	607			1,000	
Materials & Supplies	240			800	
Salaries	87,404			87,900	
Travel & Training	6,532			9,000	
			94,783		98,700

APPENDIX "A" (continued)

DEPARTMENT OF INDUSTRY

	EXPENDITURES		ESTIMATES	
ADULT AND CONTINUING EDUCATION				
Administration	467		1,400	
Materials & Supplies	105		2,600	
Professional and Contract Services	145,800		153,000	
Salaries	87,532		87,800	
Travel & Training	3,245		6,400	
Grants				
- Manpower Training	2,598,260		2,601,600	
- Adult Night Class	136,434		124,200	
		2,971,843		2,977,000
APPRENTICESHIP				
Administration	1,010		1,100	
Materials & Supplies	3,854		4,200	
Professional & Contract Services	9,090		---	
Salaries	250,516		259,300	
Travel & Training	16,662		17,000	
Grants				
- Apprenticeship Training Allowances	2,000		2,000	
		283,132		283,600
TOTAL DEPARTMENT OF INDUSTRY		$13,516,892		$13,146,300

APPENDIX "A" continued
DEPARTMENT OF INDUSTRY

	REVENUE		ESTIMATES	
DEPARTMENT MANAGEMENT				
POLICY AND PLANNING				
Federal				
- Miscellaneous	$ 122,630	$	$ 124,200	$
Fees and Services				
- Miscellaneous	150		---	
		122,780		124,200
SMALL BUSINESS DEVELOPMENT				
Federal				
- Econ.Reg.Dev.Agree		33	---	---
JOBS FOR YOUTH				
Fees and Services				
- Farm Crews	2,538		---	
- Miscellaneous	2,865			
		5,403		---
ENTREPRENEURIAL DEVELOPMENT				
Federal				
- Econ.Reg.Dev.Agree		155,691	196,000	
STRATEGIC DEVELOPMENT				
Federal				
- Econ.Reg.Dev.Agree.		2,542,680	1,386,300	
SMALL BUSINESS FINANCE				
Federal				
- Econ.Reg.Dev.Agree.	1,012,852		910,000	
- Sales Recoveries/Forgivable Loans	31,199		15,000	
		1,044,051	925,000	
STRATEGIC COMMUNITY DEVELOPMENT				
Federal				
- French Language Tr.		10,980	---	
INDUSTRIAL INFRA-STRUCTURE SUPPORT				
Federal				
- Econ.Reg.Dev.Agree.		101,848	890,000	
PROD INNOVATION AND TECH ADVANCEMENT				
Federal				
- Econ.Reg.Dev.Agree.		718,779	560,000	
		4,574,029		3,957,300
REGIONAL BUSINESS DEVELOPMENT				
Federal				
- French Language Tr.	---		11,200	
- Econ.Reg.Dev.Agree	124,861		132,400	
		124,861		143,600

APPENDIX "A" continued
DEPARTMENT OF INDUSTRY

	REVENUE		ESTIMATES	
HUMAN RESOURCE DEVELOPMENT				
ADULT AND CONTINUING EDUCATION				
Federal				
- Canada Manpower	2,893,594		2,886,600	
- Miscellaneous	5,246		5,300	
		2,898,840		2,891,900
APPRENTICESHIP				
Fees and Services				
- Miscellaneous		2,741		1,000
TOTAL DEPARTMENT OF INDUSTRY		$7,728,687		$7,118,000